



PURCHASE ORDER

PO Number: 303-2-0306

Requisition Number: 303-2-00505

Order Date: 10/28/2021

Released

**DUE TO COVID-19 AND TFC'S COMMITMENT TO TIMELY PAYMENT,
PLEASE SUBMIT INVOICE ELECTRONICALLY TO:**

accountspayable@tfc.state.tx.us

IF INVOICE IS MAILED, DELAYS MAY OCCUR.

TEXAS FACILITIES COMMISSION

FISCAL MANAGEMENT / ACCOUNTS PAYABLE

P.O. BOX 13047 Austin, Texas 78711-3047

Delivery Location

Other

Attn: Samuel Coonrod

Show numbers on all papers and packages

Referenced Source or Vendor

10303457492

SNELL INFRARED INC DBA THE SNELL GROUP

N. Main Street, Suite 8

Barre, VT 05641

Richard Morey

Phone: 800-636-9820 x 303, Fax:

rmorey@thesnellgroup.com

Level 1 Infrared Thermography Course Training.
Dates: November 1-5, 2021.

Description Price Per Attached Quote Dated 10/04/2021.

TFC Contact:
Samuel Coonrod
737-212-3741

Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Level 1 Advanced Infrared Thermography Training for Samuel Coonrod. November 1-5, 2018 in San Antonio, TX						
NIGP Class: 924 NIGP Item: 25 Object Class: 243 Reimbursement Type: Not Reimbursable Notes: Sam confirmed this is his first time he is getting certified in infrared thermography. Coding to 7243.	1	Course	\$1,895.00	11/1/2021	11/5/2021	\$1,895.00

Grand Total \$1,895.00

Questions or concerns regarding this transaction or service should be directed to: Texas Facilities Commission Procurement Division, Phone: (512)463-0209 or FAX: (512)236-6164 (The mailing address for the Texas Facilities Commission is at the top of this purchase order.)

Agency	TFC
Fiscal Year	2022
Division	Facilities Management and Operations
Program	Property Management
Phone	7372123741
Org Code	0442 - Facility Maintenance
Type of Purchase/PCC Code	'E' Purchases of commodities/services when the total amount is between \$0.00 - \$5,000.00
Work Order Number	781356

ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A PART OF THIS ORDER. VENDOR GUARANTEES MERCHANDISE WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

Invoicing Standards

To facilitate payments from Texas Facilities Commission please follow the invoicing standards set forth below.

The invoice should include, but is not limited to including:

- (1) the vendor's mailing and e-mail (if applicable) address;
- (2) the vendor's telephone number;
- (3) the name and telephone number of a person designated by the vendor to answer questions regarding the invoice;
- (4) the state agency requisition number;
- (5) the state agency's name, agency number, and delivery address;
- (6) the commission's purchase order number, if applicable;
- (7) the contract number or other reference number if applicable;
- (8) a valid Texas Identification Number (TIN) issued by the Comptroller of Public Accounts;
- (9) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;
- (10) unit numbers corresponding to the original order; and
- (11) other relevant information supporting and explaining the payment requested or identifying a successor organization to an original vendor, if necessary.

FOB DESTINATION CASH DISCOUNT: 0% 0 DAYS.

TEXAS FACILITIES COMMISSION INTERNAL PURCHASING

PURCHASER: _____

Jordan, Michelle - CTCD,

(IN ACCORDANCE WITH YOUR BID, SUPPLIES MUST BE PLACED IN THE AGENCY RECEIVING ROOM IN DAYS FROM RECEIPT OF ORDER.)

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Tex. Tax Code § 151.309 (1993), for purchase of tangible property described in this purchase order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

[\(Show Terms And Conditions...\)](#)